

**CITY OF FRANKLIN  
FIRE AND POLICE COMMISSION MEETING**

**FRANKLIN CITY HALL, HEARING ROOM  
9229 W. Loomis Rd., Franklin, Wisconsin  
6:00 p.m., Wednesday, July 11th, 2007**

**MINUTES**

- I. The July 11th Fire & Police Commission Meeting was called to order at 6:00 p.m. by Commissioner Omernik in the Hearing Room at City Hall.

Members present were Commissioners Omernik, Maher-Johnson, Bublitz, and Donohoo. Commissioner Bartels was excused. Also in attendance were Human Resource Coordinator Zahn, Fire Chief Martins, Assistant Fire Chief Bertram, Police Chief Oliva, and Inspector Hahn.

- II. Approval of minutes from meetings of May 9<sup>th</sup> and June 13, 2007

Motion by Commissioner Donohoo to approve the May 9<sup>th</sup> minutes with several changes to be made. Seconded by Commissioner Maher-Johnson. Motion Carried: Ayes – All except for Commissioner Bublitz who abstained due to not being on the Commission at that time.

Motion by Commissioner Donohoo to approve the June 13 minutes with several changes to be made. Seconded by Commissioner Bublitz. Motion Carried: Ayes – All

- III. New Police Patrol Officer Introductions

Chief Oliva introduced Police Patrol Officers Chad Ramey and Brett Borg who were sworn in as officers on Monday, July 9<sup>th</sup> and began their employment on July 10<sup>th</sup>.

- IV. K-9 Unit Update

Chief Oliva informed the Commission that the Department had received approval to purchase 3 new dogs and to start having them trained. Their current 3 dogs are all about 9 years old.

- V. Evaluations of Probationary Firefighters and Police Patrol Officers. The Police & Fire Commission may enter closed session pursuant to §19.85 (1)(c) Stats to discuss performance evaluations/probationary periods and may reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

Motion by Commissioner Donohoo and seconded by Commissioner Maher-Johnson to go into closed session at 6:15 p.m. Motion Carried: Ayes – All. Battalion Chief Stueck was present and allowed to stay.

Commission re-entered open session at 6:30 p.m.

Motion by Commissioner Donohoo and seconded by Commissioner Maher-Johnson that the 12 month probationary period of City of Franklin Police Officer Steven Rabinovich be extended until December 8, 2007 subject to the approval of the City of Franklin labor attorney.

Discussion was held to explain that this was being done, not because of performance as he is doing well, but because the employee has been absent due to being activated for military duty. It would be appropriate to extend his probationary period the length of time he is away from his job for active duty.

The requirement of the approval of the labor attorney is to make sure we are in compliance with USSERA.

Motion Carried: Ayes – All.

VI. Conditional Approval of 2 Firefighter EMT Appointments

Motion by Commissioner Bublitz and seconded by Commissioner Donohoo to conditionally appoint Keith Nickels to the position of Firefighter EMT on the Franklin Fire Dept. pending successful completion of a background check, pre-employment physical and a drug screen test and that this would be subject to a 1 year probationary period. Motion Carried: Ayes – All.

Motion by Commissioner Bublitz and seconded by Commissioner Donohoo to conditionally appoint Christopher Foley to the position of Firefighter EMT on the Franklin Fire Dept. pending successful completion of a background check, pre-employment physical and a drug screen test and that this would be subject to a 1 year probationary period. Motion Carried: Ayes – All.

VII. Commission By-Laws, Rules and Procedures, Powers, and Duties.

Commissioner Donohoo explained what items he believes needs to be in the official Commission By-Laws. He offered to draft together some by-laws by the September meeting that the group can then work off of. No formal action taken.

VIII. Commission Records. .

Motion by Commissioner Bublitz and seconded by Commissioner Donohoo to have the Commission send a letter to the former Commission Chairman notifying him of the new Commission President and Secretary and to request the return of all Commission records. Motion carried. Ayes – All.

IX. Future Agenda Items

Commissioner Donohoo commented that it is his belief that the Commission does not need routine items on the Agenda such as the number of Police calls in a month. Commissioner Maher-Johnson would like to see an annual report. It was agreed that at the next meeting the Commission would discuss how often they would like a report on probationary employees, whether this should be every 3 months, every 6 months, etc.

An extension of the Firefighter hiring list will be discussed.

X. Future Meeting Dates & Times

There will be no Commission meeting scheduled in August. The next meeting is scheduled to be on Wednesday, September 12<sup>th</sup> at 4:00 p.m.

XI. Adjournment

Motion by Commissioner Donohoo and seconded by Commissioner Maher-Johnson to adjourn the Fire and Police Commission meeting at 6:58 p.m. Motion carried: Ayes-All.